

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
April 6, 2015

The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, Richard E. Maxwell and James A. Walstra. Also present was Auditor, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Mr. Culp.

CLAIMS: Mr. Culp suggested that the three claims within the General Drain Improvement Fund be held until further information can be received from the Surveyor. Check No. 83711 in the amount of \$12,083.33 will also be held until further notice. Mr. Maxwell made the motion to approve the claims as submitted with the exception of the four claims that will be held. Mr. Walstra seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKETS: Mr. Walstra made the motion to approve the Payroll Claim & Allowance Dockets for the check dates equal to March 13, 2015 and March 30, 2015. Mr. Maxwell seconded and the motion carried.

MINUTES: Mr. Walstra made the motion to approve the Minutes of the Regular Meeting held on March 2, 2015. Mr. Maxwell seconded and the motion carried.

BURIED CABLE PERMIT: Mr. Maxwell made the motion to approve the following buried cable permit submitted by CenturyLink . Mr. Walstra seconded and the motion carried.

CENTURYLINK:

ACT #15059245 For the purpose of boring (30') 1300 S in Jordan Township. There is no tile in the area. (Permit #694)

PERMISSION TO REFILL POSITION / PROSECUTOR: Christine Haskell, Prosecuting Attorney, was present to request permission to refill her second Clerk's position due to a recent vacancy. Mr. Maxwell made the motion to approve the request to refill the second position. Mr. Walstra seconded and the motion carried.

ANIMAL SHELTER / OUTDOOR KENNEL REPAIRS: Kyler Laird, Animal Shelter Board, submitted an estimated breakdown for repairs to the outdoor kennel. After some discussion, the decision was made to speak with the county maintenance workers in regards to handling the repairs.

LITTLE COUSIN JASPER FESTIVAL: Pat Fox, Little Cousin Jasper Committee, was present to request permission to hold this year's festival on September 11, 12, and 13. The festival will take place around the Courthouse square. Mr. Maxwell made the motion to approve the request. Mr. Walstra seconded and the motion carried.

Also submitted for approval was a letter to the Indiana Gaming Commission giving permission to the LCJ Festival Committee to hold gaming events which will include three (3) 50/50 drawings and a Duck Derby water race. Mr. Walstra made the motion to approve the letter. Mr. Maxwell seconded and the motion carried.

In regards to parking, the use of the Johnny Rusk (west) parking lot was given for the entire weekend with no restrictions. Ms. Fox stated that access to the Courthouse was needed in the past in order to provide handicap restroom facilities. There is a plan in place that may allow for handicap portables to be brought in which would eliminate the need to have this access.

GRAND MARSHALS / LITTLE COUSIN JASPER FESTIVAL: Pat Fox thanked the Commissioners for their assistance over the years and requested that they be this year's Grand Marshals for the Little Cousin Jasper Festival.

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PETITION TO VACATE PUBLIC RIGHT-OF-WAY IN UNION TOWNSHIP / CONTINUED:

A public hearing was held at the March 2, 2015 meeting to address a petition to vacate three (3) public right-of-ways located within Union Township as submitted by Aluara Fiene on behalf of William Fiene. At the March 2 meeting, the Commissioners had requested that Ms. Fiene obtain a letter from Mr. Stewart, an adjoining landowner. Mr. Culp asked Ms. Fiene if she had spoken with Mr. Stewart? Ms. Fiene replied that she was unable to contact Mr. Stewart and that she believes that the ownership of the property has since changed. Charlie Fields, adjoining landowner, once again expressed his concern with the possible vacate of the right-of-way located to the east of the Fiene property. Mr. Culp stated that, according to the minutes from the March meeting, Margaret Ellis had stated that she did not have a problem with the vacate; however, she did request that a fence be placed between her property and the Fiene property. Ms. Fiene replied that they are already in the process of obtaining materials so that the fence can be put up immediately. Mr. Maxwell made the motion to vacate Thompson Street running North and South commencing at South Street and located between the East 115' of O.L. 17 & 18 and O.L. 27, 28, 29 & 30 then proceeding North to the section located between the southwest corner of O.L. 31, 32 & 33 and a portion of O.L. 21 and North Street running East and West between O.L. 30 and 31 in Thompson's 2nd Addition to Parr, Union Township. Mr. Walstra seconded and the motion carried. Let the record show that East Street will not be vacated.

REQUEST TO REFILL PART-TIME POSITION / COMMUNITY CORRECTIONS: William Wakeland, Director / Community Corrections, explained that he was given permission last fall to refill a fifth full-time correctional officer position. A part-time employee has been moved to this full-time position; therefore, Mr. Wakeland would like permission to now refill the part-time position. Mr. Maxwell made the motion to approve the request to refill the part-time position. Mr. Walstra seconded and the motion carried.

SUPPLEMENTAL GRANT / PREA: Mr. Wakeland stated that the Commissioners approved the Prison Rape Elimination Act (PREA) Grant in January. A supplemental grant in the approximate amount of \$350.00 is available to assist with the cost of training that was set up in Columbus, Indiana in February. Mr. Walstra made the motion to approve the supplemental grant. Mr. Maxwell seconded and the motion carried.

BI MONITORING TECH AND TRAINING FORUM / COMMUNITY CORRECTIONS: Mr. Wakeland informed the Commissioners that Regina Coulter, Electronic Monitoring Supervisor, and Sherri Rotkovich, Electronic Monitoring Officer, are scheduled to attend the BI Monitoring Tech and Training Forum in Anderson on May 14 and 15. During the training, they will learn how to set up the electronic monitoring and about any changes in the equipment. The training is free. The cost of the hotel room and meals will be paid for out of Project Income. Mr. Walstra made the motion to approve. Mr. Maxwell seconded and the motion carried.

REQUEST TO REFILL FULL-TIME POSITION / TREASURER: Carla Anderson, Treasurer, stated that she has an opening in her office for a full-time deputy. Permission was requested to refill this position. Ms. Anderson stated that she currently has two (2) part-time seasonal employees that work during tax collection and it would be her intention to move one of them to the full-time position. In response to a question from Mr. Culp, Ms. Anderson replied that her part-time budget is at \$9,000.00. At this time, I do not plan to replace the part-time employee. Mr. Maxwell stated that he would rather the two (2) part-time employees be kept rather than to hire another full-time employee. The suggestion was made to hire a part-time employee rather than to replace the full-time position. After further discussion, Ms. Anderson clarified that she would be able to pay the "permanent" part-time position, which would be 29 hours or less per week, out of the full-time deputy appropriation that is in her 2015 budget. The appropriated part-time money within the 2015 budget will remain and can be used for additional part-time help. Mr. Maxwell made the motion to allow the Treasurer to fill the vacant position with a part-time (less than 30-hour per week) position. Mr. Walstra seconded and the motion carried.

PERFORMANCE GRANT / EMERGENCY MANAGEMENT: Karen Wilson, Emergency Management Director, presented the 2014 Emergency Management Performance Grant-Salaries Sub-Grant Agreement for approval. The grant is a reimbursement for half of the salary of the Emergency Management Director. Upon request from Mr. Culp, Ms. Wilson presented a list of grants that have been received through her office. Mr. Maxwell made the motion to approve the Emergency Management Performance Grant. Mr. Walstra seconded and the motion carried.

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HAZMAT TEAM: Karen Wilson stated that a few months ago she had brought to the Commissioners' attention about asking for permission to use Tippecanoe County Hazmat in the event that we had something from SR 16 south. Mr. Culp asked who would be responsible to pay them? Ms. Wilson replied that the carrier is ultimately responsible for clean-up; however, if the carrier does not pay, the responsibility would fall on the county. In response to a question from Attorney Beaver, Ms. Wilson stated that we do have a mutual agreement with the District and the State. Mr. Culp stated that, as far as budget, there are questions as to where would the dollars come from and who's responsible? Would our insurance cover something like that? Stace Pickering, Consolidated Insurance, replied that you would need some type of negligence on the part of the county in order for the liability to respond to a third party. Andy Boersma, County Coroner, stated that he does not know what it cost to have a County Hazmat Team but with all of the growth and industry that we have, I think we should probably look at something here in the future. In response to a question from Mr. Culp, Ms. Wilson stated that we do have MOUs with Lake, LaPorte and Porter County. We do not have one with Tippecanoe County. Mr. Culp requested that Ms. Wilson provide Attorney Beaver with copies of the existing MOUs.

RADIO COMMUNICATIONS TOWER / SHERIFF: Sheriff Risner and Ryan King, E911 Director, gave an update on the radio communications tower. Sheriff Risner reported that they recently had a meeting with Indiana Public Service Commission (IPSC) which runs the 800 MHz system. The Director of IPSC has guaranteed us equipment for the 800 MHz to go into the tower site that we are looking at with Midway Electronics. Midway Electronics has raised the tower to 280 ft. and they are willing to pour the needed concrete padding. There is also an existing structure that IPSC believes will meet their needs. Further discussion took place.

SHERIFF VEHICLE / AUCTION: Sheriff Risner stated that he will be disposing of a 2011 Dodge Charger this year. The Charger is in need of a fuel pump. Discussion took place in regards to a possible auction in July. Sheriff Risner will be giving one of the Trailblazers to Harry Carney, Maintenance, in place of the full-size van he currently uses.

PART-TIME CORRECTIONAL / PERMISSION TO REPLACE: Sheriff Risner requested permission to replace a part-time correctional position. Mr. Maxwell made the motion. Mr. Walstra seconded and the motion carried.

INMATE / HEALTH ISSUES: Sheriff Risner informed the Commissioners that he has an inmate with extreme health issues that has been incarcerated since February 6, 2014 waiting for trial. We have guarded him now for the last seven days at Jasper County Hospital. This inmate has numerous emergency room visits since being incarcerated. The Courts and Prosecutor have been notified of each hospitalization. Sheriff Risner expressed concern with not being able to get a straight answer as to why this inmate has been held for 14 months with no trial date.

KB SOLUTIONS / JAIL HVAC UPDATE: Kurt Stevens, KB Solutions, was present to give an update on the HVAC at the Jasper County Jail. Mr. Stevens stated that, while monitoring the system, he noticed that during winter operation the units were running at almost 90% for some reason. Changes were made and we reduced the speed from 89% to 74%. What this amounts to is about a 40% reduction in horsepower which translates to a direct reduction in electric consumption. The AHU discharge temp schedule was tuned in by Emcor to enable most box coils to remain off even in high heating load situations. Area CO2 sensors have been calibrated and are doing an excellent job of controlling outdoor air. The building pressure is being properly controlled by the new building management system. We are currently working with the system to provide the proper temperature and ventilation during the changeover to warm weather. Emcor recently replaced one compressor under warranty in the Daikin system. Emcor has been working back and forth with Daikin engineering to finalize a solution to the control issues we have had with that system.

At this time, there was a short break.

GRANT WRITER / COUNTY: Per Mr. Culp's request, Nancy Bailey, County Health Nurse, was present to discuss the possibility of the county getting a grant writer. Ms. Bailey stated that most of us do not have time to search for grants that might help with funding sources. Mr. Culp stated that he would think that there are grant writers out there that would get paid a percentage of the grants that they receive as their compensation. Mr. Culp requested that Auditor Grow send out an email to other auditors to find out how their counties handle grants.

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CORONER / UPDATE: Andy Boersma, Coroner, reported that we are at 27 decedents so far this year. In the future, we may need to consider using more than part-time help. Mr. Boersma requested an update on the generator.

VOLUNTEER & UNPAID INTERNS / INSURANCE: Stace Pickering, Consolidated Insurance, distributed and reviewed a summary of workers compensation and accident insurance for volunteers and unpaid interns. With the workers comp, there is a \$25,000.00 maximum medical benefit. It does not provide lost wages for volunteers. The Sheriff's department has already added their 10 reserve officers. The accident policy would provide a \$50,000.00 death benefit and a \$25,000.00 medical benefit. Unpaid interns can also be added to workers comp. A list of the volunteers is needed for a worker's comp policy; however, no list is needed for the accident insurance.

EXTENSION / SPRING CONFERENCES: Bryan Overstreet, Extension Educator, requested permission to use monies from the Extension budget's Professional Improvement Fund for Alice Smith, Anna Williams and himself to attend the Indiana Extension Educators Association (IEEA) spring conference in Nashville, IN on April 27 and 28.

Mr. Overstreet will also be attending the spring meeting for Extension Educators in Davenport, IA on May 19 and 20. This trip is fully funded by a USDA grant.

EXTENSION / PART-TIME: Mr. Overstreet stated that they are planning on hiring another part-time employee with funds provided by Purdue.

JASPER COUNTY AIRPORT / UPDATE: Brad Cozza, Airport Manager, was present to review some of the highlights of 2014. According to the traffic county numbers from the State of Indiana, we had just over 6,000 operations. This number is slightly down from when they took the last count in 2011; however, our decrease was not nearly as significant as the majority of airports that they counted in 2014. Our ranking has increased to the 50th busiest airport across Indiana.

ANNUAL REPORT: After review, Mr. Maxwell made the motion to approve the Annual Report submitted by Auditor Grow. Mr. Walstra seconded and the motion carried.

INDIANA REGIONAL SEWER DISTRICT ASSOCIATION / MEMBERSHIP DUES: Mr. Maxwell made the motion to pay the annual membership dues to the Indiana Regional Sewer District in the amount of \$50.00. Mr. Walstra seconded and the motion seconded.

VACATION DAYS / REQUEST TO EXTEND: Mary Scheurich, Director / Planning & Development, has requested permission to extend nine unused vacation days for a period of 90 days. Ms. Scheurich plans to use five or more in May and the remainder by the end of July. Mr. Walstra made the motion to approve the request. Mr. Maxwell seconded and the motion carried.

FALL FESTIVAL / REQUEST: Theresa Lakin and Barbara Robinson, Committee Members, have requested permission to operate a beer/wine garden at the Jasper County Fairgrounds during the 2015 Fall Festival to be held on August 21-23. Mr. Maxwell made the motion to approve the request. Mr. Walstra seconded and the motion carried.

RENSSELAER FARMERS MARKET: Mr. Culp reported that the Rensselaer Farmers Market will begin on Saturday, May 2 through the month of October. Activities will be held on Tuesday nights during the month of July and August. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

CONFERENCE / RECORDER: Beth Warren, Recorder, requested permission to attend the 2015 Recorder's Conference on April 20 – 23 in Indianapolis. The registration fee is \$225.00 and the hotel rate is \$98.00 per night. Ms. Warren will be staying three (3) nights beginning Monday, April 20. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

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MEETING REQUESTS / VETERAN: Patrick Donnelly, Veteran Service Officer, has requested permission to attend the quarterly meeting for the We Honor Veterans Program at the AseraCare office in Valparaiso on April 7 at 11:00 A.M. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

Mr. Donnelly has requested permission to attend the Quarterly VSO Meeting at Adam Benjamin VA Outpatient Clinic in Crown Point on April 14 at 2:00 P.M. Mr. Donnelly will be using his own vehicle and return home after the meeting. A claim for mileage will be submitted from DeMotte to Crown Point and back to DeMotte. *Note - This meeting was addressed in the afternoon session with further clarification. (See Mileage / County Car)

Permission was also requested to attend an area service officer meeting at the Danville VA Medical Center on April 15 at 11:00 A.M. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

AIC DISTRICT MEETING: The Association of Indiana Counties will be holding a District Meeting on Thursday, May 7 in Michigan City. The following office holders would like permission to attend: Kimberly Grow, Auditor; Beth Warren, Recorder; Vickie Bozell, Clerk; Dawn Hoffman, Assessor; and Carla Anderson, Treasurer. The cost of the registration will be \$30.00 per person. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

RESOLUTION / JASPER COUNTY AIRPORT AUTHORITY: Attorney Beaver presented Resolution 04-2015 Amending Resolution 03-2015 to Convey Real Property to the Jasper County Airport Authority. On March 2, 2015, the Board of Commissioners of the County of Jasper duly passed Resolution 03-2015 to convey real property to the Jasper County Airport Authority pursuant to IC 36-1-11-8. On page 2 of said Resolution, following Paragraph 16, the Resolution erroneously references the sale of an automobile to the Jasper County Airport Authority. Resolution 04-2015 amends Resolution 03-2015 to exclude reference to the sale of the automobile. Said amendment is immaterial to the transaction which conveyed real property to the Jasper County Airport Authority. Mr. Walstra made the motion to approve **Resolution 04-2015**. Mr. Maxwell seconded and the motion carried.

COUNTY-OWNED STRIP OF LAND / HURST: Attorney Beaver stated that Traci Hurst and Shelby Hurst were present at the December meeting in regards to a small parcel that the County had obtained through a tax deed in 1941. The 20' strip was affecting the purchase of another piece of property essentially causing it to be landlocked. The 20' strip is used to access three different parcels of property off of CR 950. Attorney Beaver stated that there is a statute that allows for the county to sell or transfer property that has been acquired by way of a tax deed. The Commissioners would give notice to the adjacent property owners giving all of them an opportunity to submit an offer. If only one adjacent property owner submits an offer, we can then negotiate from there. If more than one adjacent property owner submits an offer, another notice will go out to the property owners that made an offer informing them of what the highest offer is. They are then given a chance to submit one more offer. A sample notice was submitted for the Commissioners to review. Mr. Maxwell stated that an easement will be needed allowing the adjoining landowners access to their properties. Attorney Beaver replied that we can include the easement as a condition of purchase. Any offers that are received will be reviewed at the May 4 meeting.

SUPPLEMENTAL AGREEMENT / PHASE II BRIDGE INSPECTION: Jack Haberlin, Highway Engineer, presented a supplemental agreement with INDOT to go into Phase II of the bridge inspection for approval. Ken Minett, Bulter, Fairman & Seufert, stated that there are three bridges that have a rating of four or less. Once a bridge reaches this point, the State requires that these bridges be inspected every year. Mr. Haberlin stated that no additional money is needed from the County. Mr. Maxwell made the motion to approve the supplemental agreement. Mr. Walstra seconded and the motion carried.

CONCERNED CITIZEN / MARKLAND: Hans Markland, concerned citizen, was present to express his concern in regards to farm fields being damaged by four-wheel drive vehicles. A written statement was submitted for the record.

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HIGHWAY / DISCUSSION: In regards to the current road issues within the County, Mr. Haberlin stated that the Highway employees are in the process of making a list so that we will know exactly how many miles we really have. A report was distributed and reviewed by the Commissioners. Mr. Culp stated that he is a big proponent of putting on a fourth drag for at least a couple of days a week out of the north lot if we have an operator for it. Mr. Haberlin replied that he can work on that.

AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:

ANNEX BUILDING / AIR CONDITIONING UNITS: The two large air conditioning units located at the Annex building will need to be moved in order to fix the tile that is located under the cement pad. Mr. Culp stated that according to Bud Justice, Maintenance, the employees at the Surveyor's office will not have the time to dig it up with the weather turning nice. Due to the size of the air conditioning units, an outside contractor may need to be hired.

MILEAGE / COUNTY VEHICLE: During the morning session, Patrick Donnelly requested permission to use his personal vehicle to attend a meeting in Crown Point that would begin at 2:00 p.m. Mr. Donnelly would submit a mileage claim from DeMotte to Crown Point and back to DeMotte. Due to the current policy regarding the county vehicle, Mr. Donnelly will need to use the county vehicle if it is available on that day. The vehicle can be kept at his residence over night and returned in the morning. The Commissioners clarified that they will not pay mileage for any county employee if a car is available for use.

MOWING / NORTH ANNEX & FASE CENTER: The decision was made to continue with Aaron's Lawn Care for the mowing of the North Annex and Fase Center properties.

FROST LAW / DISCUSSION: Mr. Haberlin distributed and reviewed information in regards to frost laws in other counties. The Highway Department is currently looking into the cost of signs. Mr. Culp stated that, if we are going to do something, we have to start with an ordinance. Mr. Haberlin replied that you have to be willing to enforce the ordinance. After further discussion, Mr. Culp stated that the bottom line is that we are going to have to find ways to fund roads in the county. Discussion took place regarding a possible wheel tax. Mr. Maxwell stated that an ordinance needs to be in place by September 1.

PROSECUTOR / TRAINING & CONFERENCES: Christine Haskell, Prosecuting Attorney, has advised that Kimberly Hitchcock, IV-D Administrator, will be attending the County Security Administrator (CSA) training to be held on May 13 in Indianapolis.

Kimberly Hitchcock, IV-D Administrator; Ashley Clark, Case Manager; and James Lakin, Chief Deputy P.A., are planning to attend the 39th Annual Indiana Child Support State Conference in Indianapolis from June 3-5. The cost of the conference will be paid out of the IV-D Reimbursement Fund. Mr. Walstra made the motion to approve. Mr. Maxwell seconded and the motion carried.

There being no further business, Mr. Maxwell made the motion to adjourn the meeting. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

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